

CITY OF GRANBY, MISSOURI

Bill No. 951

Ordinance No. 951

AN ORDINANCE AMENDING TITLE V, BUILDING AND CONSTRUCTION, OF THE
CODE OF ORDINANCES OF THE CITY OF GRANBY, MISSOURI TO ADD A NEW
CHAPTER 505, BUILDING PERMITS AND CONTRACTOR LICENSES, FOR THE
CITY OF GRANBY, MISSOURI

WHEREAS, the City of Granby does not currently have in place any ordinance, regulation, or requirements to construct a residential or commercial building within the City, and does not require a contractor to have a license to perform construction work within the City; and

WHEREAS, the Board of Aldermen believe it is in the best interests, health and safety of residents of the City that building permits be required and that contractors be licensed before residential or commercial construction takes place within the City.

NOW, THEREFORE, be it ordained by the Board of Aldermen of the City of Granby, Missouri, as follows:

Section 1. That Title V, Building and Construction, of the Code of Ordinances of the City of Granby, Missouri, is hereby amended to add enact a new Chapter 505, **Building Permits and Contractor Licenses**, which shall provide as follows:

Chapter 505 Building Permits and Contractor Licenses

ARTICLE I BUILDING PERMITS

Section 505.010 Building Permit Required

No residential or commercial building or other structure shall be erected, constructed, reconstructed, demolished or moved, nor shall an existing structure be added on to, including garages or rooms over 120 square feet, without first obtaining a residential building permit from the City Clerk.

Section 505.020 Application

Application for building permits shall be filed with the City Clerk on a form to be supplied by the City Clerk

Section 505.030 Conform to City Codes

No such permit shall be issued unless the proposed building, structure or construction be in conformity with any Building, Plumbing or Electrical Codes adopted by the City. The Building Inspector shall be empowered to act within the provisions of this Section upon all applications for building permits, determine whether the proposed work conforms to the requirements hereof, and shall approve or deny such application not later than the tenth (10th) business day succeeding the day of filing. In the event of refusal to issue a permit upon application, as herein provided, the applicant may appeal to the Board of Aldermen.

Section 505.040 Building Permit Application

A. Applications for building permits shall be accompanied by a set of plans drawn to scale with the following information indicated in order to determine compliance with this Chapter:

1. A site plan, drawn to scale, that includes property lines, location of existing structures on the property with measurements to property lines, and location of any proposed new buildings or structures with measurements to property lines and location of all utilities on or near, the property.
2. A detailed description of the work to be performed.
3. Any other information which the Building Inspector may deem necessary for consideration in enforcing the provisions of this Chapter.
4. Any of the above requirements may be waived by the Building Inspector in cases of permits to alter the interior of any existing structure.

B. If the building permit is denied on the basis of this Chapter, the applicant may appeal the action to the Board of Aldermen.

C. No building permit for alteration, repair, or construction of any residential building or structure shall be issued unless the plans and specifications show that the building or structure, and its proposed use, will be in compliance with provisions of this Title. Once an Application for Building Permit is approved, the permit will be issued within 3-5 business days. The permit shall be valid for one year after issuance and work must commence within 180 days from the date of issuance.

Section 505.050 Fees

A. For each permit issued there shall be charged and collected from the applicant a fee, in accordance with the following schedule:

Building (Residential)	\$ 25.00
Building (Commercial)	\$ 5.00 per \$1,000.00 of total project (Minimum of \$30.00)
Gas Connection	\$ 250.00
Water Connection	\$ 250.00
Sewer Connection	\$ 75.00
Street Cut	\$ 500.00 minimum (cost may be more depending on damage to street; Contractor may receive \$450 refund if street repaired correctly with correct materials)
Fence permit	\$ 25.00
New Construction Inspections:	
Footing/Slab Inspections	\$ 25.00
Slab Inspections	\$ 25.00
Open Wall Inspections (before drywall, insulation)	\$ 25.00
Final Inspections	\$ 25.00

B. Fees for all new construction inspections will be collected prior to the building code being issued.

Section 505.060 Revocation of Permit

A permit may be revoked by the Building Inspector at any time prior to the completion of the building or structure for which the same was issued when it shall appear that there is departure from the plans, specifications or conditions as required under terms of the permit, that the same was procured by false representation or was issued by mistake, or that any of the provisions of this Section or the Building, Plumbing or Electrical Codes of the City are being violated.

Section 505.070 Stop Order

Upon the failure, refusal or neglect of any such owner, his/her agent, contractor or duly authorized representative to secure such permit and pay the prescribed fee therefore, as herein provided, the Building Inspector may issue a stop order after inspection.

505.080 Violation and Penalty

Any contractor, owner or carpenter who constructs or engages in construction, reconstruction, erection, or alteration of any building or structure prior to issuance of a valid building permit, as required, shall be deemed in violation of this Article and the municipal ordinances of the City of Granby and subject to a fine of one dollar (\$1.00) to five hundred dollars (\$500.00). Each day such violation continues shall be treated as a separate offense.

ARTICLE II CONTRACTOR LICENSES

Section 505.090 License Required

- A. Except as otherwise provided in this Code, no person shall do contracting work of any kind by contract or on a time-and-wage basis or by employment of some other person who is not duly licensed to do the work, or assume to direct or supervise any work in the City unless he/she then shall hold an unrevoked contractor's license issued to him/her by the City, as provided in this Article.
- B. A person who is not a licensed contractor but who is employed by a contractor who is licensed as provided in this Article may do contracting work for such a licensed contractor if such work is done by him/her under the continuous and immediate supervision of such licensed contractor. Such employee shall comply at all times with all provisions of this Article other than the one requiring workers to have licenses.
- C. The owner of a property may himself/herself do construction and building work to serve such property and he/she may repair existing construction, provided that he/she has obtained the required permit for such work and all the following facts and conditions then exist:
1. The dwelling is a single-family dwelling;
 2. The owner is not building such dwelling, or having it built, for sale;
 3. The dwelling is not to be sold for at least a year after the completion of the work;
 4. The owner has applied for a permit to do such work; and
 5. The owner, in doing the work, will comply with all applicable requirements of this Article and, in particular, will duly submit his/her work for inspection by the Building Inspector.

6. Owners of commercial property may act as their own general contractor and hire subcontractors to do the work.

D. Contractors performing renovation, repair, demolition, or painting projects that disturb lead-based paint in homes, child care facilities, and schools built prior to 1978 must be EPA certified and must follow work practices defined by the EPA to prevent lead contamination. Proof of certification must be presented in order to obtain a building permit. Permits shall contain a verification statement of a contractor's certification.

Section 505.100 Procedure

A. Every person desiring to obtain a contractor's license such as is required by this Article to engage in contracting work in this City shall make application to the City according to the following procedure:

1. Present to the City Clerk an application, upon a form prescribed and approved by the City, for a contractor's license;
2. Tender to the City Clerk, with his/her application, the license fee in the amount of one hundred dollars (\$100.00);
3. In conjunction with his/her application and before the application shall be acted upon, submit to the City Clerk proof of his/her having obtained comprehensive general contractor's bodily injury liability insurance providing for a limit of not less than one hundred thousand dollars (\$100,000.00) for all damages arising out of bodily injuries to or for the death of one (1) person and subject to that limit for each person, and comprehensive general contractor's property damage liability insurance providing for a limit of not less than one hundred fifty thousand dollars (\$150,000.00) for all damages arising out of injury to or destruction of property in any one (1) accident. This insurance must cover below-grade damage and be in full force during the entire construction process; and further be with a company approved by the City; and such insurance shall cover the licensee and all employees of the licensee who may perform work with the City under the provisions of this Article;
4. Each contractor shall file a certificate showing that he/she has Workmen's Compensation insurance if, under the laws of the State, he/she is required to carry such insurance or an appropriate Affidavit of Exemption for Workers' Compensation Insurance filed with the State of Missouri;
5. Failure to comply with any of the requirements of this Section at any time during the term of the license shall result in immediate forfeiture of such license.

Section 505.110 Issuance of License

Upon compliance with the provisions of Section 505.100 by an applicant for a contractor's license, the City Clerk shall issue to such applicant a written license and shall authorize him/her, when the required insurance shall have been obtained, to do work within the City.

Section 505.120 Expiration and Renewal of License

Each contractor's license required by this Article shall expire on September 30 of each year. If a person holding an unexpired and unrevoked contractor's license issued by the City Clerk should apply, before September 30 of any given year in the manner required by Section 505.100, for any contractor's license for the following year, the City Clerk shall issue such license and show thereon that it is for such following year. No contractor's license shall be issued except upon the applicant's complying with the requirements of Section 505.100 regardless of when the application therefore shall be made.

Section 505.130 Annual License Fee

Every person who is or who shall be doing contracting work in this City and who is required by this Article to have a contractor's license issued by the City Clerk shall pay to the City an annual license fee in an amount of twenty-five dollars (\$25.00) if the contractor's business office is located in the city limits of Granby, and fifty dollars (\$50.00) if the contractor's business office is located outside the city limits of Granby. Such license fee shall be paid on or before October 1st for the one year period following such date.

Section 505.140 Suspension and Revocation of License

A. In the event that any holder of a contractor's license shall violate any of the terms or provisions of this Article or violates any building code adopted by the City of Granby, his/her certificate may be suspended or revoked by the Building Commissioner at the recommendation of the Building Inspector by providing written notice to the holder of such contractor's license that the Building Commissioner has suspended or revoked the same. There shall be sufficient service thereof if it shall be deposited in the United States mail directed to the last known address of the holder of the license required by this Article.

B. The holder of a contractor's license which has been suspended or revoked by the preceding Section shall be entitled to appeal to the Board of Aldermen from the determination of the Building Commissioner, which appeal will be informally taken, but in any case must be taken within ten (10) days after said suspension or revocation of such certificate by the Building Commissioner. The Board of Aldermen shall provide full opportunity for the person whose certificate has been suspended or revoked to appear before it and show cause why his/her certificate should not be suspended or revoked.

Section 505.150 Violation and Penalty

Any contractor, owner or carpenter who performs contracting work within the City of Granby without a license, or during a period of time when such license is suspended or revoked, shall be deemed in violation of this Article and the municipal ordinances of the City of Granby and subject to a fine of one dollar (\$1.00) to five hundred dollars (\$500.00). Each day such violation continues shall be treated as a separate offense.

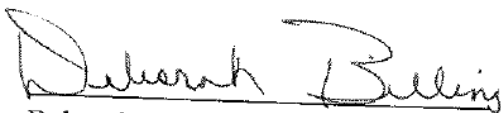
Section 2. This ordinance shall be effective upon passage by the City of Granby Board of Aldermen.

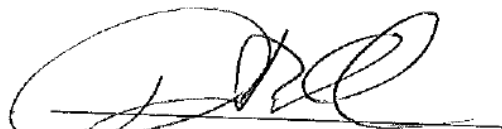
FIRST READING 5/8/2025 (posted for 10 days)

SECOND READING 5/8/2025

Passed and approved by the Board of Aldermen of the City of Granby, Missouri, this
8th day of May, 2025.

ATTEST:


Deborah Billings, Interim City Clerk


Dustin Elder, Mayor